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27 November 1946

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I was most appreciative of your recent letter of 14 November. It cheered me to no end to find that you were still interested in the various possible ramifications of the Contact Register. When you eventually arrive in Washington (as I am confident that you will in the near future) you will find that the concept of the Contact Register has gone far beyond the potentialities which we discussed last July.

I have turned copies of our correspondence over to the Personnel Division and I believe they will be getting in touch with you before long. Please do not be too angry with us when you find you have another form to fill out, since it is essential and the Personnel Division will want to have it returned just as soon as possible. Your willingness to come back on or about the first of the year is agreeable even though we would like to have you here even sooner.

In your absence we have obtained the part time services of four top level IBM representatives to assist us in code analysis, setting up cards, and making the essential breakdown for the indexes. These responsibilities in the final analysis will be yours following your arrival, however, I am sure you will realize the importance of getting this work started as soon as possible. I feel certain that the decisions which we make will not be at variance with the overall program within the Indexing Division as you would like to have it set-up.

I have explained to the personnel people your desire to come in at the \$6500 level. As you are probably not aware that this falls between two of the Civil Service classifications, we are going to process you as a P-5 which is about \$6000 and if we get the anticipated Civil Service approval of a CAF-13 for the Chief of the Indexing Division, we will take immediate steps to move you into that grade which is \$7102.20. I hope that this arrangement will meet with your approval as we want you to come back here and work with us. Because we do not have our job descriptions approved as yet, all people coming into the Contact Register will be entering in other job slots and later will be transferred to the Contact Register itself; of course, you will be doing Contact Register work. (We are all working under the above arrangement at the present time.)

I will be in touch with you again concerning this matter before the first of the year.

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Most sincerely yours,

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